

MEETING MINUTES

MILPITAS COMMUNITY ADVISORY COMMISSION

City Council Chambers

455 E. Calaveras Blvd.

Wednesday, March 7, 2018

6:30 pm

- I. **Call to Order & Roll Call** Chair Batilo called the meeting to order at 6:32 PM
Present: Chair Batilo, Vice Chair Kathapurkar, Commissioners Mohsin, Leon, Manassau, Rosario, Sharma and Truong

Alternate Commissioners Present: Lee, Chen, Gandhi

Absent: Bilbao
- II. **Seating of Alternates** – Lee
- III. **Pledge of Allegiance** – Chair Batilo led the Pledge of Allegiance
- IV. **Approval of Agenda** – Commissioner Leon motioned, and Commissioner Sharma seconded, for approval of the agenda. Motion carried unanimously.
- V. **Approval of Minutes – Minutes of February 7, 2018** – Commissioner Rosario motioned, and Commissioner Manassau seconded, for approval of the meeting minutes. Motion carried unanimously.
- VI. **Public Forum** – No speakers
- VII. **Announcements** – Each commissioner has been given a Form 700 and they need to complete and return it to the City Clerk's office.
- VIII. **Liaison Report** – Vice Mayor Grilli was not present.
- IX. **Business Items**

A. Review of Community Development Block Grant (CDBG) Program Applications for FY 2018-19.

Mr. Wong announced that since one applicant withdrew their Capital application, the City will reopen its CDBG notice for Capital Projects. The reopened submittal period will go through March 23. Staff will present those applications at the April CAC meeting.

Assistant Housing Planner Hang Huynh gave a presentation about the basics of CDBG concluding with staff funding recommendations for Public Service and Capital applications. In her presentation, she said the City has not received its HUD allocation and staff is assuming last year's allocation amount of \$449,688. The CAC will need to decide what changes to make if the allocation amount increases or decreases and, if it changes, staff recommends that all applications change by the same percentage.

The City received 14 eligible applications, 10 for public services and 4 for capital services. As mentioned, one applicant withdrew their Capital application.

As provided by federal regulations, a total of 15% or \$67,453 is available to fund public services and 65% or \$292,297 is available for capital services.

The following applicants were present and described their services and funding requests:

1. Terrace Gardens, Inc.
2. Rebuilding Together Silicon Valley
3. Catholic Charities of Santa Clara County
4. Child Advocates of Silicon Valley
5. India Community Center
6. Milpitas Food Pantry
7. Next Door Solutions to Domestic Violence
8. Project Sentinel
9. Senior Adults Legal Assistance
10. SVILC
11. The Health Trust
12. YWCA Silicon Valley

The commissioners took time to finalize their recommended allocations, then discussed and approved the funding recommendations for public services and capital services.

For Public Services, the CAC recommended the following amounts.

	RECOMMENDATION
Catholic Charities of Santa Clara County	\$ 7,077
Child Advocates of Silicon Valley	\$ 8,308
India Community Center	\$ 5,333
Milpitas Food Pantry	\$ 11,862
Next Door Solutions to Domestic Violence	\$ 7,914
<i>Project Sentinel</i>	<i>Paid through CDBG administrative and Housing Authority funds.</i>
Senior Adults Legal Assistance	\$ 5,556
SVILC	\$ 5,821
The Health Trust	\$ 8,287
YWCA Silicon Valley	\$ 7,295
Total	\$ 67,454

For Capital applications, the CAC recommended the following amounts.

	RECOMMENDATION
Rebuilding Together Silicon Valley	\$ 120,000.00
Terrace Gardens, Inc.	\$ 14,000.00
Terrace Gardens, Inc.	\$ 5,500.00
	\$ 139,500.00

Because of the uncertainty of the funding, the CAC agreed that all applications receive an adjustment to the recommended allocation based on the percentage change to the 2018-19 funding. In the case of a reduction in the allocation, the commission recommends that funding can be less than \$5,000 even though the Council requires a \$5000 minimum. If there is an increase above the assumed allocation, the corresponding percent increase will be applied uniformly to all the applications.

Commissioner Truong motioned, and Commissioner Batilo seconded, to close the public hearing. Motion carried unanimously.

Commissioner Mohsin motioned, and Commissioner Kathapurkar seconded, to approve the funding amounts and forward the recommendations to City Council. Motion was approved 8-1, Commissioner Leon dissenting.

Commissioner Lee motioned, and Commissioner Truong seconded, that dependent on HUD's final allocation, all recommendations would increase or decrease by that corresponding percentage, regardless if it goes below the Council approved \$5000 minimum allocation.

X. Commissioners Round Table – No discussion

Review Subcommittee Member Assignments and Update as Needed

Make a Difference Day:	Batilo, Mohsin, Lee, Sharma (A)
National Night Out:	Mohsin, Manassau, Truong, Chen (A)
NBO Awards:	Chen, Manassau, Rosario, Leon (A)
Spring Cleanup Day:	Sharma, Manassau, Bell, Batilo (A)
Town Hall Meeting:	Bell, Gandhi, Leon, Sharma (A)
Tree Planting:	Kathapurkar, Bilbao, Rosario, Mohsin (A)

XI. Adjournment – The meeting was adjourned at 10:36 PM to the next meeting of April 4, 2018.